

PURPOSE

The objective of the Interagency Fire Program Management Qualifications Task Group has been to complete staff work, acceptable to all federal agencies with wildland fire management responsibilities and to the Office of Personnel Management, sufficient for the establishment of minimum qualifications standards for key fire management positions. In accomplishing this, the group has developed:

- ◆ Competency descriptors for key fire management positions.
- ◆ A rating guide for evaluating fire program complexity.
- ◆ Minimum qualification standards for the key fire management positions with consideration for the complexity of the fire program where the position is located.
- ◆ Standard Key Performance Elements based on the key competencies for each position.
- ◆ A list of required and recommended training for designated agency managers.
- ◆ Supplemental Standards for the GS-401 series, the selected series for professional fire management positions.

These products have additional value-added benefits including:

- ◆ The competency descriptors are worded to support future development of standard interagency fire management position descriptions.
- ◆ The minimum qualifications for each position/complexity level combination have been augmented with additional training and experience recommendations to assist incumbents in meeting the competency descriptors.
- ◆ The competency descriptors and qualifications standards may be used as employee development tools for identifying career training, education and experience needs.

TASK GROUP ASSIGNMENTS (Historical Perspective)

Fed. Fire Policy Implementation

Action Report Number:

Action Item #27 and #62

Draft management and red card qualifications for key fire management positions, based on program complexity, using the 8/95 “Interagency Task Group Report: Federal Fire & Aviation Management Competencies” as a starting point.

Included in this “Interagency Fire Program Management Qualifications Standards and Guide”

Action Item #27 and #62

Draft minimum qualifications standards for collateral duty fire management positions.

Task Group Decision: there are no differences in qualifications or competencies between collateral duty or multi-functional positions and full time fire management positions, as the job requirements are the same.

Action Item #28

Identify existing appropriate tools (training, handbooks, job performance guidelines, planning documents) necessary to assist administrators and fire management personnel in administering and managing safe and efficient wildland fire programs.

Developmental training, competencies, and job performance elements are identified and included.

Action Item #62

Draft standard selective placement factors for key fire management positions to be included in all Federal vacancy announcements.

Minimum qualification standards for key positions are identified in this “Interagency Fire Program Management Qualifications Standards and Guide” which should be used in all Federal vacancy announcements. If additional selective factors are deemed necessary for a specific vacancy announcement, they should be included by the hiring authority.

Action Item #63

Draft standardized key performance elements (critical results) for fire management positions.

Included in this “Interagency Fire Program Management Qualifications Standards and Guide”

Action Item #64

Draft consistent and adequate agency administrator training requirements for those making wildland fire management decisions, based on program complexity.

Included in this “Interagency Fire Program Management Qualifications Standards and Guide”

Follow-Up Task

Draft generic position description language for entry level, full-performance and supervisory fire management positions and recommended grades, based on program scope and complexity.

Positions and minimum grade levels are identified. At the time of publication, the FFALC had decided to postpone any further efforts to develop standard interagency position descriptions. However, the identified competencies and minimum qualifications standards within the “Interagency Fire Program Management Qualifications Standards and Guide” constitute an excellent starting point to do so.

Follow-Up Task

Draft generic position description language for collateral duty fire management positions.
See previous “Follow-Up Task” rationale. See also Task Group Decision about collateral duty vs. full-time positions in Action Item #27 and #62 above.

Follow-Up Task

Explore and define alternative approaches to collateral duty/multi-functional position descriptions such as dual position descriptions.

See previous “Follow-up Task” rationale. See also Task Group Decision about collateral duty vs. full-time positions in Action Item #27 and #62 above.

Follow-Up Task

Draft Supplemental GS-401 Series Standards which include academic and work experience criteria to provide consistency between all federal wildland fire management agencies.

Included in this “Interagency Fire Program Management Qualifications Standards and Guide”

TASK GROUP MEMBERSHIP

FFALC Liaison:	Steve Haglund, National Fire Director, BIA-NIFC (Ret'd) Jim Stires, National Fire Director, BIA-NIFC
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